

Town of Kenton, Delaware

Town Council Meeting Minutes

December 2nd, 2019 at 7:00^{PM}
Kenton Town Hall



Call to Order

The Public Meeting was called to order at 7:00 by Mayor Caple.

Pledge of Allegiance and Moment of Silence

The Pledge of Allegiance and a Moment of Silence were led by Mayor Caple.

Roll Call

Roll was called with the following members in attendance:

Mayor - Paul Caple
Vice Mayor - Herb Boyles
Secretary - Amanda Porter-Westfall

The following members were absent:

Council Member - John Blanchfield
Council Member - Kathryn Lachmann

The meeting minutes were taken by Secretary Westfall.

Agenda Items to Add/Remove

- Christmas bonus for Council members

Discuss/Approve Previous Minutes

The minutes for the month of November were read. Vice Mayor Boyles made a motion to approve the October minutes. Secretary Westfall **seconded the motion**. All were in favor. There were no "nay" votes. The minutes were approved.

Open Forum

There was an informal mention of the meeting minutes not being posted on the website. The minutes had been posted recently.

Building Permits

Mayor Caple opened the floor to any resident requesting a building permit, but no one came forward.

- Mayor Caple mentioned that a building permit had been granted to Renaissance Builders to construct a home on East Commerce Street like the ones they have previously constructed on the same street.

Town Reports

- The Treasurer's Report was not available as bank statements had just become available for the day prior. Treasurer Kassing stated that she would have the December report as well as the year end 2019 report at the January meeting.
- The Police Report was presented by Chief Michael Hibbert.
- The Events Team - There is no events team at this time, however, Mayor Caple is waiting for a return call from the Clayton Fire Company for the Christmas event to be held on December 14th.

Old Business

- Ordinance Enforcement
 - Mayor Caple advised Council was awaiting a call back from the town attorney.
- Business Licenses
 - Council has decided to table business licenses for a later date. Council will still need a physical license to present to businesses as well as a process for non-compliance.

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- FOIA Contact Person
 - Following training last month, Secretary is Kenton's **FOIA coordinator**. Vice Mayor Boyles made a motion to compensate Secretary Westfall for her time at training (\$100). Mayor Caple seconded the motion. All were in favor. There were no "nay" votes. The motion was approved.
- Mobile Home Ordinance
 - Also waiting for the town attorney to call back about this.
- Prioritization
 - Mayor Caple mentioned Council would need to prioritize ordinances being discussed as there are quite a few ordinances and/or resolutions in the works, but Council is limited on time and budget. Council decided that the building permits would be the highest priority.
- Tax File Organization
 - Scheduled for Saturday, December 7th at noon.

New Business

- Christmas Bonus for Council
 - As in previous years, it was discussed that Council receive a bonus as all positions (aside from the treasurer) are unpaid, volunteer positions. Vice Mayor Boyles made a motion that all council positions receive a \$100 bonus. Secretary Westfall seconded the motion. All were in favor. There were no "nay" votes. The motion was approved.

Motion to Adjourn

At 7:30 PM Vice Mayor Boyles made a motion to adjourn. The motion was seconded by Secretary Westfall. There were no "nay" votes.

The meeting adjourned.

Next regular meeting will be on January 6th, 2020 at 7 PM.

Mayor

Secretary